



Texas Wesleyan
UNIVERSITY

Development Director

Fort Worth, TX

John Toolan

Vice President, Executive Search

john.toolan@coopercoleman.com

Chicago | Cincinnati | Columbus | New York | Los Angeles | Washington, DC

About Texas Wesleyan University

Texas Wesleyan University (TXWES) is a private Methodist University in Fort Worth, Texas. It is an intentionally small campus with a Texas-sized reputation and a rich history. The university was founded in 1890 by the Methodist Episcopal Church, South, and has remained closely affiliated with the United Methodist Church. The University welcomes individuals of all faiths and is thoroughly inclusive in its practices.

MISSION

Texas Wesleyan University, guided by its deep Methodist heritage, provides transformational learning experiences and research opportunities to a diverse group of students to develop their full potential as individuals and as members of the world community.

VISION

Texas Wesleyan aspires to be a values- and student-centered university where motivated students prepare for graduate school and leadership in professional careers.

The University's faculty and staff engage in scholarship and research that inform teaching and advance knowledge and understanding. They also innovate teaching skills and delivery modalities to afford each student individual attention to develop critical thinking, analytical reasoning, and creative problem-solving skills through a small community approach that allows tailored student experiences in and outside the classroom.

With a belief that a liberal arts and sciences education develops the mental agility and social awareness to elevate socioeconomic mobility, the university's faculty and staff are dedicated to facilitating success among students from all backgrounds in all levels of undergraduate, graduate, and professional programs in persisting to college degrees that enhance their own lives, the lives of their families, and the strength of their communities.

Their vision is premised upon the understanding that professional employers seek individuals who have attained the essential skills of critical thinking, analytical reasoning, and creative problem solving. Texas Wesleyan believes that the best way for undergraduate students to learn these skills is in a liberal arts setting through intentionally small classes led by gifted faculty who are committed to student success.

The campus contains five residence halls housing 600+ students. Athletes compete in 19 intercollegiate sports, including baseball, basketball, cross country, football, golf, soccer, tennis, track + field, softball, volleyball, cheerleading, dance, and table tennis. The university is a member of the [National Association of Intercollegiate Athletics](#) (NAIA), primarily competing in the [Sooner Athletic Conference](#) (SAC). The university mascot is Willie the Ram, and members of the TXWES community are referred to as RAMily.

CORE VALUES OF THE RAMILY

The Texas Wesleyan University RAMily embodies a community built on belonging, compassion, and achievement, offering steadfast support as we boldly embrace new challenges.

CONNECTION

Establishing respectful relationships by inviting, including, and valuing all voices

- » Build trust through credibility
- » Cultivate community by appreciating the unique strengths of all
- » Communicate openly, honestly, and consistently
- » Empower collaboration and belonging

- » Embrace authenticity

COMMITMENT

Pursuing excellence in student development and education through continuous improvement

- » Persist through challenges
- » Demonstrate dependability
- » Model integrity-driven behaviors
- » Drive proactive progress with accountability and optimism

COMPASSION

Exemplifying a servant heart

- » Give time, talent, and resources for the benefit of the greater good
- » Cultivate a culture of caring and mutual respect
- » Advocate for others
- » Practice acts of kindness
- » Assume good intentions and engage without judgment

COURAGE

Seeking the extraordinary through adaptability, foresight, and tenacity

- » Take calculated risks that align with our goals
- » Make bold, confident decisions
- » Create meaningful and positive change
- » Foster an environment that encourages innovation
- » Demonstrate resilience and agility in the face of adversity

Texas Wesleyan is accredited by the [Southern Association of Colleges and Schools](#). University academics are divided into four schools:

- **School of Arts + Sciences**
- **School of Business Administration**
- **School of Education**
- **School of Health Professions**

Total campus enrollment is 2,666 with an average class size of 16, creating a student-to-faculty ratio of 16:1. The university offers 30+ undergraduate majors and 18 graduate programs as well as a number of dual-degree programs. They received the U.S. News and World Report rank of #1 regional university multiple times.

Position Summary

The Development Director role calls for a dynamic and results-oriented fundraising professional to identify, cultivate, solicit, and steward philanthropic support to advance the University's mission.

Managing a portfolio of mid-to-major gift prospects (\$10,000–\$100,000), the Development Director plays a vital role in generating revenue through strategic engagement of alumni, parents, and friends. This position emphasizes relationship-building and donor-centric strategies to foster a more profound commitment to the institution. Reporting to the Executive Director of Individual Giving, the Development Director makes significant contributions to university priorities by securing support for scholarships, academic programs, and other key initiatives.

Essential Job Functions

- » Identify, cultivate, solicit, and steward donors through personal contact following annual performance metrics and goals.
- » Manage a portfolio of donors ranging from \$10,000 - \$100,000, with personalized engagement and solicitation strategies.
- » Conduct prospect research and collaborate closely with the advancement team to build a robust donor pipeline. Complete timely contact reports and maintain accurate prospect management records.
- » Work closely with the Executive Director of Individual Giving to identify and transition high-potential donors into major gift portfolios. Collaborate with the alumni and annual giving teams to ensure continuity in donor engagement and retention.
- » Assist in the strategy and execution of fundraising campaigns, including capital campaigns, planned giving efforts, and restricted fund initiatives.
- » Coordinate and participate in donor engagement activities, such as special events, stewardship meetings, and recognition programs, to cultivate or solicit donors. Some activities are held on weekends, evenings, and out of town.
- » Partner with faculty, deans, and university leadership to align fundraising efforts with institutional needs.
- » Other duties as assigned by the Executive Director of Individual Giving and/or Vice President of Advancement.

Qualifications

Required Skills + Abilities + Education

- » Proven ability to solicit and secure gifts in the \$10,000+ range.
- » Ability to build productive, beneficial relationships with key constituencies.
- » Ability to adhere to University and divisional policies and procedures.
- » Excellent relationship-building skills and experience in donor cultivation and stewardship.
- » Ability to work independently and collaboratively within a team-oriented advancement office.
- » Strong written and verbal communication skills, including proposal writing and public speaking.
- » Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from managers, clients, customers, and the general public.
- » Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- » Ability to plan and implement programs.
- » Ability to solve practical problems and deal with various concrete variables in situations with limited standardization.
- » Willingness to travel regionally across the DFW metroplex and work occasional evenings and weekends for donor engagement.
- » Commitment to integrity, discretion, and donor confidentiality.
- » Bachelor's degree required. 3-5 years of experience. Preferred experience in higher education.

Leadership + Key Colleagues (Please do not contact the organization or its leaders directly)

Emily Messer, Ed.D. **University President**

Dr. Emily Messer is the 21st President of Texas Wesleyan University, and the first woman to serve in this role. As a first-generation college student herself, Dr. Messer's commitment to student success and enriching experiences is a driving force of her leadership. Her background, combined with her comprehensive expertise, underscores her dedication to fostering an environment where students thrive academically and personally.

Dr. Messer's leadership centers on enhancing the student experience, placing a strong emphasis on providing access, guidance, and connectivity. Her profound dedication to inclusivity and education's transformative power is a cornerstone of her tenure. Under her guidance, Texas Wesleyan University enters an era defined by boundless possibilities and meaningful growth — propelling students toward a promising future.

Dr. Messer received her bachelor's degree and master's degree from Jacksonville State University and her Doctor of Education in higher education administration from the University of Alabama. She finds joy in spending time with her family and friends, traveling, reading, and outdoor activities. She shares these experiences with her husband, Chris, and their two daughters, Madelyn (14) and Camille (10).

Michele M. Boillotat, CFRE **Vice President for Advancement**

Michele Boillotat brings more than 30 years of experience in fundraising and constituent engagement within higher education and nonprofit organizations. She currently serves as Vice President for Advancement at Texas Wesleyan University, a role she assumed in May 2024.

Prior to joining Texas Wesleyan, Michele served as Assistant Vice President of Development at the University of Texas at Arlington, where, from 2019 to 2024, she helped expand annual giving, corporate and foundation relations, and gift planning efforts. Before that, she served as Executive Director of the Women's Philanthropy program at the Indiana University Foundation, working closely with the First Lady of IU and the Women's Philanthropy Leadership Council to elevate women's giving across the institution.

Earlier in her career, Michele served as Director of the Rice Annual Fund at Rice University, where she earned her Certified Fund Raising Executive (CFRE) designation in 2013. She also held a decade-long role with the Dartmouth College Fund and previously served as Executive Director of the Alpha Gamma Delta Foundation. Michele began her professional journey as Director for Chapter Services at Alpha Gamma Delta Women's Fraternity while pursuing her M.A. in Higher Education and Student Affairs at The Ohio State University. She holds a B.A. in Mathematics from Duquesne University.

An active community leader, Michele chaired the Greater Arlington Chamber of Commerce Women's Alliance and is a proud graduate of Leadership Arlington. She volunteers with Women Inspiring Philanthropy and supports several causes close to her heart, including Rhodesian Ridgeback Rescue USA, where she and her husband Mark foster and rescue dogs. Michele is also a devoted stepmother to Emma (and son-in-law Javier Sanchez) of Denver, CO; Jenna (and son-in-law Josh Upson) of Waterbury, VT; and Jack of Charlotte, NC.

Reporting Relationships

The Development Director reports to the Executive Director of Individual Giving.

Compensation + Benefits

The salary range for this position is \$70,000 – \$80,000. TXWES offers a comprehensive benefits package including:

- » Medical/Rx Benefits
- » Dental Benefits
- » Vision Benefits
- » Vacation and Sick Time
- » Flexible Spending Account (FSA) or Health Spending Account (HSA)
- » Life and Disability
- » 403 (b) Retirement Savings Plan
- » Special Summer Hours, and more...

Texas Wesleyan University is an equal opportunity employer. The University upholds its commitment to provide equal opportunity to all employees and applicants for employment in all phases of employment, including, but not limited to, recruiting, hiring, placement, compensation, benefits, promotion, demotion, discipline, transfer, and termination. The University shall not discriminate in the employment context against any individual because of race, color, religion, creed, national or ethnic origin, gender, age, disability, veteran's status, sexual orientation, or any other reason prohibited by applicable federal, state, or local laws.

As a reflection of Cooper Coleman's commitment to equity and equal pay for all, we require that salary ranges or salary starting points be published for every search we conduct. The practice of not posting salaries perpetuates the gender and racial wage gap and discriminates against women, people of color, and other historically excluded populations by causing individuals to negotiate from a disadvantaged starting point.

Location

This position is based in Fort Worth, TX. The successful candidate must live within a reasonable driving distance of the office.

Submission Instructions *(read carefully)*

[Cooper Coleman](#) is leading this search on behalf of Texas Wesleyan University. To apply, please [visit this link](#) (www.coopercoleman.com/current-searches). ALL expressions of interest should be made through the online application. Nominations of qualified candidates can be sent to:

John Toolan, Vice President, Executive Search
John.Toolan@coopercoleman.com

Kindly include "Texas Wesleyan DD" as the subject line of your email. All inquiries will be held in confidence.

This position is open until filled, but priority will be given to materials received before Wednesday, September 24, 2025.

A cover letter is not required with your initial application but is welcome to help us understand your fitness for and interest in this role during our initial evaluation. Candidates invited for interviews will be asked to provide a thoughtful letter of interest indicating their specific qualifications for the opportunity, desire to join Texas Wesleyan, and connection to its mission.

Cooper Coleman LLC is committed to providing equal employment opportunities to all qualified candidates and will refer candidates without regard to race, color, religion, national origin, sex, sexual orientation or identity, age, ability, veteran status, or any other legally protected basis.

Background Checks + Credentials Verification

Before sending your resume for this position, please read it over for accuracy. Cooper Coleman verifies its candidates' employment and academic credentials at the time of offer, and our clients frequently conduct background checks before finalizing an offer.

Follow TXWES + Stay Connected



<https://txwes.edu/>



[@texaswesleyan](https://twitter.com/texaswesleyan)



[@texaswesleyan](https://www.instagram.com/texaswesleyan)



<https://www.linkedin.com/school/texas-wesleyan-university/>



<https://www.facebook.com/TexasWesleyan/>



<https://www.youtube.com/texaswesleyan>



https://www.tiktok.com/@txwes_official

About Cooper Coleman

Cooper Coleman is a full-service recruiting firm partnering exclusively with nonprofit organizations, foundations, and research and academic institutions to drive meaningful growth. We move organizations *forward* by placing the right leaders in the right roles at the right time, and we help to strengthen management and fundraising capacity to amplify their mission and impact.

Follow us to stay informed of new opportunities.



<http://www.coopercoleman.com/>



<https://www.linkedin.com/company/coopercoleman>